



P.O. Box 1749
Halifax, Nova Scotia
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Item No. 15.1.4
Halifax Regional Council
April 14, 2026

TO: Mayor Fillmore and Members of Halifax Regional Council
FROM: Brad Anguish, Acting Chief Administrative Officer
DATE: April 8, 2026
SUBJECT: Temporary Pedestrian Paths Through Work Sites Recommendation Report

ORIGIN

February 22, 2024, Transportation Standing Committee (TSC) motion (Item No. 13.1.2):

MOVED by Councillor Mason, seconded by Councillor Purdy

THAT the Transportation Standing Committee recommend that Halifax Regional Council direct the CAO to update the design and construction guidelines for accessibility to include temporary conditions in the exterior built environment.

It is further recommended that the Transportation Standing Committee refer to the staff report dated January 11, 2024 to [the] Accessibility Advisory Committee to review and comment. Request a staff report recommending establishing new standards for municipal, utility and abutter work in the right of way to ensure accessibility and detectability for pedestrians [that] shall be maintained at all times.

MOTION AS AMENDED PUT AND PASSED.

EXECUTIVE SUMMARY

HRM staff have consulted with the Accessibility Advisory Committee (Attachment 2). The Temporary Workplace Traffic Control Manual Supplement has been updated to address the need for Pedestrian Management Plans and requirements of temporary sidewalks. The Province has updated the requirements for sidewalk barricades in its Temporary Traffic Control Manual to make them cane detectable.

This report also recommends several housekeeping amendments to Administrative Order 2018-005-ADM Respecting Construction Site Management (i.e., adding a requirement that CSA B651:23 *Accessible design for the built environment* be considered in the preparation of construction management plans; and increasing minimum pedestrian widths from 1.5m to 1.6m.

RECOMMENDATION

It is recommended that Halifax Regional Council adopt the amendments to Administrative Order 2018-005-ADM, the *Administrative Order on Construction Site Management*, as set out in Attachment 3 of this report.

BACKGROUND

Since presenting the initial report to TSC on February 22, 2024 (Attachment 1), HRM staff have consulted the Accessibility Advisory Committee. Findings of the consultation are summarized in Attachment 2. Feedback included:

- Concerns around placement of signage
- Requests to minimize the duration, frequency and length of detours
- Clarity about standards for alternative routes
- Comments related to the impact to Accessible parking
- Compliance and Enforcement concerns

HRM staff have also continued efforts to improve conditions for pedestrians near construction sites, as outlined in the Discussion section of this report.

The Provincial Temporary Workplace Traffic Control Manual (TWTCM) was updated in April 2024 to include “sidewalk closed” barricades that are cane detectable, as shown in Figure 1. HRM is subject to these requirements and references this manual for construction in the right-of-way in the Construction Site Management Administrative Order, and the Temporary Workplace Traffic Control Manual Supplement (TWTCMS), which form part of the HRM Standard Specifications for capital work.

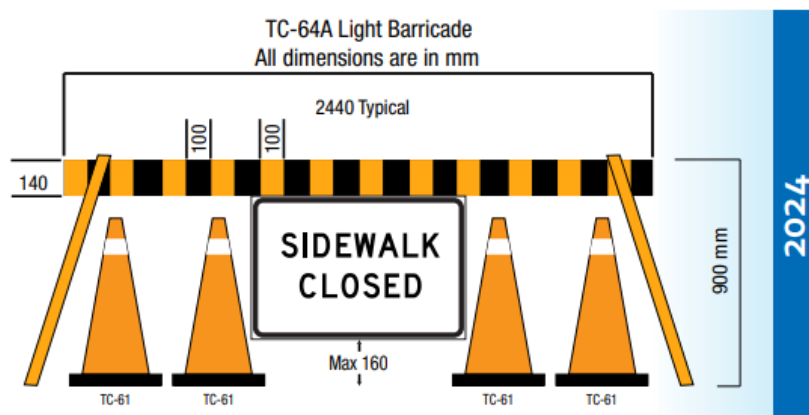


Figure 1: Sidewalk Closed Barricade

DISCUSSION

HRM staff continue to work with the Province of Nova Scotia to encourage the adoption of additional temporary workplace delineation devices and barricades that are well-suited to various municipal environments and that support accessibility, cost effectiveness and consistency.

The HRM TWTCMS is reviewed annually by Public Works' Right-of-Way Services team, with updates made as part of the annual updates to the HRM Standard Specifications.

Updates to the 2025 edition of the TWTCMS included the requirement to submit a Pedestrian Management Plan (PMP) for every sidewalk closure request, in the same way that a Traffic Control Plan (TCP) is required for a street closure.

Where temporary sidewalks are included in an accepted PMP, the sidewalk must include the following:

- Minimum 1.6-meter clear width and 2.1 meter clear height.
- Suitable protection from vehicular traffic.
- Continuous channelization to physically guide pedestrians around the work area.
- A stable, firm, slip-resistant surface that produces minimal glare, with appropriate grades and ramps.

Updates to the 2026 edition of the TWTCMS included clarification of sign placement expectations for compliance with temporary traffic control signage, specifically as they relate to compliance with Rules in Section 13.3 of the Province's TWTCM.

The TWTCM Rule 1.13 includes provisions that when signs are removed, they must not be left where they pose a hazard to the public. The 2026 TWTCMS clarifies that signs and low-mount portable sign supports must not be left on any portion of a sidewalk or bike lane. Any sign left face down on a shoulder with the sign support on top must be 2.5m from the edge of the pavement or to the edge of the soft shoulder (whichever is lesser) and must not pose a hazard to vehicles pulling off the road.

The TWTCM Rule 1.17 includes provisions regarding the placement of signs and under what conditions smaller "Urban Signs" may be considered. If standard-sized signs would overhang or otherwise encroach on the sidewalk or bicycle lane, Urban Signs may be used as described in the TWTCM. The 2026 TWTCMS clarifies that if using a smaller sign does not prevent encroachment, the sign must either be posted at a height that is not a hazard, placed in an alternative location that still conforms to the MANUAL, or the sidewalk or bicycle lane may be detoured.

In accordance with Recommendation 15 of the 2025-2028 HRM Accessibility Strategy, Public Works will lead a cross-jurisdictional review of temporary pedestrian path signage to understand what other municipalities in Canada are doing to improve accessibility and wayfinding around temporary work sites for pedestrians and other non-vehicle road users.

This report to "Temporary Pedestrian Travel Paths Through Work Sites" presented February 22, 2024 to the Transportation Standing Committee¹, recommends several housekeeping amendments to Administrative Order 2018-005-ADM Respecting Construction Site Management (i.e., adding a requirement that CSA/ASC B651:23 *Accessible design for the built environment* be considered in the preparation of construction management plans, and increasing minimum pedestrian widths from 1.5m to 1.6m).

Fully amending municipal documents and guidelines to be in full accordance with the CSA guidelines remains a work in progress. The CSA guidelines and other standards are amended from time to time. HRM staff will continue to monitor changes and update the documents listed above as appropriate.

FINANCIAL IMPLICATIONS

This recommendation report is not associated with any financial implications.

RISK CONSIDERATION

No risk considerations were identified

¹ [February 22, 2024 Transportation Standing Committee Item 13.1.2 | Halifax.ca](#)

COMMUNITY ENGAGEMENT

Staff consulted with the Accessibility Advisory Committee in preparation for this report, the outcomes of which are noted in Attachment 2.

ENVIRONMENTAL IMPLICATIONS

No environmental implications were identified.

SOCIAL VALUE

No social value was identified

ALTERNATIVES

That Halifax Regional Council:

1. adopt the amendments to Administrative Order 2018-005-ADM, the *Administrative Order on Construction Site Management*, subject to modifications. This may require a supplementary report;
2. refuse to adopt the amendments to Administrative Order 2018-005-ADM, the *Administrative Order on Construction Site Management*. This would maintain status quo.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Charter, SNS 2008, c 39:

Section 188 (Power to make by-laws)

- (1) The Council may make by-laws, for municipal purposes, respecting
 - (a) The health, wellbeing, safety and protection of persons.

- (2) Without restricting the generality of subsection (1) but subject to Part VIII, the Council may, in any by-law

- (d) adopt by reference, in whole or in part, with changes that Council considers necessary or advisable, a code or standard and require compliance with it.
- (e) provide for a system of licenses, permits, or approvals, including any or all of
 - (iii) providing that terms and conditions may be imposed on a license, permit or approval, the nature of the terms and conditions and who may impose them
 - (iv) setting out conditions that must be met before a license, permit or approval is granted or renewed, the nature of the conditions and who may impose them
 - (v) providing for the duration of licenses, permits and approvals and their suspension or cancellation for failure to comply with a term or condition or the by-law or for any reason specified in the by-law

Section 322 (Street related powers)

- (1) The Council may design, lay out, open, expand, construct, maintain, improve, alter, repair, light, water, clean, and clear streets in the Municipality.

Section 332 (Temporary purposes)

The Engineer may

- (a) permit a person to use a portion of a street for construction or other temporary purpose; (b) temporarily close a street, or part thereof, for the protection of the public, to allow work to be

done on the street or on lands and buildings adjacent to the street or for any purpose beneficial to the public interest.

Accessibility Act, SNS 2017, c. 2, s.1:

Nova Scotia's *Accessibility Act* (Nova Scotia, 2017) recognizes accessibility as a human right and sets a goal of an accessible Nova Scotia by 2030. It enables Government to develop accessibility standards in six areas, including the built environment. On March 6, 2025, the *Built Environment Accessibility Standard Regulations* became law in Nova Scotia with accessibility requirements for municipal infrastructure that come into effect April 1, 2026 (Nova Scotia, 2025a).

ATTACHMENTS

Attachment 1 - February 22, 2024, Report to TSC

Attachment 2 - Input from the Accessibility Advisory Committee Meeting Participants

Attachment 3 - Amendments to Administrative Order 2018-005-ADM

Attachment 4 - Showing Proposed Changes to AO 2018-005-ADM

Report Prepared by: Crysta Cumming/Manager of Engineering Design/Public Works 902.717.9521



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Halifax, Nova Scotia
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Item No. 13.1.2
Transportation Standing Committee
February 22, 2024

TO: Chair and Members of Transportation Standing Committee

-Original Signed-

SUBMITTED BY:

John Traves, K.C., Acting Chief Administrative Officer

DATE: January 11, 2024

SUBJECT: Temporary Pedestrian Travel Paths Through Work Sites

ORIGIN

February 25, 2021 Transportation Standing Committee motion (Item No. 15.1):

MOVED by Councillor Mason, seconded by Councillor Russell

THAT the Transportation Standing Committee requests a staff report recommending establishing new standards for municipal, utility and abutter work in the right of way to ensure accessibility and detectability for pedestrians shall be maintained at all times.

MOTION PUT AND PASSED.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Charter, SNS 2008, c 39:

Section 188 (Power to make by-laws)

- (1) The Council may make by-laws, for municipal purposes, respecting
 - (a) The health, wellbeing, safety and protection of persons.

- (2) Without restricting the generality of subsection (1) but subject to Part VIII, the Council may, in any by-law
 - (d) adopt by reference, in whole or in part, with changes that Council considers necessary or advisable, a code or standard and require compliance with it.
 - (e) provide for a system of licenses, permits, or approvals, including any or all of
 - (iii) providing that terms and conditions may be imposed on a license, permit or approval, the nature of the terms and conditions and who may impose them
 - (iv) setting out conditions that must be met before a license, permit or approval is granted or renewed, the nature of the conditions and who may impose them

RECOMMENDATION ON PAGE 2

(v) providing for the duration of licenses, permits and approvals and their suspension or cancellation for failure to comply with a term or condition or the by-law or for any reason specified in the by-law

Section 322 (Street related powers)

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- (a) permit a person to use a portion of a street for construction or other temporary purpose;
- (b) temporarily close a street, or part thereof, for the protection of the public, to allow work to be done on the street or on lands and buildings adjacent to the street or for any purpose beneficial to the public interest.

Accessibility Act, SNS 2017, c 2:

Nova Scotia's *Accessibility Act*, enacted in 2017, recognizes accessibility as a human right and sets a goal of an accessible Nova Scotia by 2030. It enables Government to develop accessibility standards in six areas, including the built environment. Under the *Accessibility Act*, the Accessibility Advisory Board (Board) makes recommendations to Government on accessibility standards. In March 2019, the Board established its Built Environment Standard Development Committee to assist with this work (Nova Scotia, 2023a). This Committee led preparation of the Draft Built Environment Regulations, that are referenced herein.

RECOMMENDATION

It is recommended that the Transportation Standing Committee recommend that Halifax Regional Council direct the CAO to update the design and construction guidelines for accessibility to include temporary conditions in the exterior built environment.

BACKGROUND

HRM Regional Council adopted the Accessibility Strategy on May 18, 2021. The Strategy included four (4) Accessibility Strategic Objectives (Accessibility Strategy 2021, Page 17) including:

1. "Inclusive public service To ensure that individuals with disabilities can easily access inclusive and equitable municipal services, programs, and facilities without substantial barriers.

...1.3 Improve accessibility to built environments for individuals with disabilities"

Strategic actions include:

- 1.3.7 *Use Rick Hansen gold certification and CSA B561-18 [updated to CSA B561-23] standards for future infrastructure in the Halifax Region*
- 1.3.8 *Adopt Rick Hansen gold certification and CSA B561-18 [updated to CSA B561-23] standards for current infrastructure, including street infrastructure, owned by HRM.*

In 2023 the Province of Nova Scotia drafted and published a Proposed Built Environment Accessibility Standard and collected public feedback until October 30, 2023. This standard includes draft regulations pursuant to the Nova Scotia *Accessibility Act* (2017), including a section (section 11, page 16) on Temporary Sidewalks.

DISCUSSION

The Canadian Standards Association (CSA) publishes standard CSA B651-23 "Accessible design for the built environment" (CSA B651) that includes best practices for designing for accessibility of temporary

facilities in exterior environments (CSA B651-23 section 8.8), that are prepared for application in public rights-of-way (CSA, 2023).

CSA B651 includes the following requirements for temporary facilities, that are applicable to temporary pedestrian routes.

- **Accessible Routes (CSA, Section 8.8.1):**
 - o separated from vehicle traffic,
 - o clear width of 1.39 – 1.8m, or 1.2m for ramps,
 - o running slope between 5% and 8.33% for a distance less than 9 m,
 - o cross slope $\leq 2\%$,
 - o well-drained,
 - o edge protection against drops, and
 - o continuous lighting.
- **Signage (CSA, Section 8.8.1):**
 - o consistently located, and
 - o positioned to avoid shadow areas and glare.
- **Scaffolding (CSA, Section 8.8.2):**
 - o provide a clear path 1.6 m wide, and
 - o clear height of 2.05 m.

The Province of Nova Scotia “DRAFT Built Environment Regulations under the *Accessibility Act*”. (draft regulations) includes minimum requirements for temporary sidewalks (section 11, page 16) When adopted the final Regulations will apply to HRM’s maintenance, design, construction, alteration, reconstruction, redevelopment, and use of the built environment that are newly constructed or redeveloped on or after April 1, 2026.

The current version requires that temporary sidewalks:

- Have a firm and level surface.
- Be slip resistant.
- Not impede pedestrian traffic movement or safety.
- Be a minimum of (1.6 m) 1600 mm in width.
- Be guarded by a traffic barrier between 0.81 m and 1.05 m in height at ends exposed to vehicular travel.
- Incorporate reflective elements on the traffic barrier(s).
- Have a clear height of no less than 2100 mm where covered.

If these requirements cannot be met, a crosswalk to a barrier-free sidewalk must be provided before the obstruction occurs.

HRM currently specifies requirements for accessibility of temporary pedestrian routes near construction areas in the following documents:

- **Integrated Mobility Plan:** Regional Council adopted policy that “intends to move the Halifax region along a more sustainable path and improve quality of life for people of all ages and abilities” (IMP, 2017); Actions 1 and 2 of which address designing streets to accommodate all ages and abilities, including those with physical, visual, auditory, and cognitive disabilities.
- **Administrative Order Respecting Construction Site Management ADM-2018-005** (HRM, 2019) commonly referred to as the CMP Administrative Order (CMP AO): Specifies the requirement for a Nova Scotia licensed Engineer to prepare a Construction Management Plan to mitigate disruptions of the public right-of-way and provide for public safety.

- **Traffic Control Manual Supplement (HRM, 2023):** provides additional requirements for work on HRM rights-of-way and supports HRM-specific application of the Nova Scotia Traffic Control Manual for Temporary Work Sites (NS TCM) (NS, 2023).
- **Municipal Design Guidelines (HRM, 2021):** sets guidelines for design and construction of infrastructure in the Municipal right-of-way, by suggesting limiting values for designs and establishing uniformity of practice in the Municipality.

HRM staff across many business units are actively involved in assessing and acting on improvements to accessibility practices in conjunction with stakeholders including Walk n' Roll, the Canadian National Institute for the Blind (CNIB), Transportation Association of Canada, the Nova Scotia government, and individual advocates. Pilot projects are also being considered including temporary surfacing alternatives.

Temporary routing of pedestrians around or through construction sites is most thoroughly addressed in the CMP AO (HRM, 2019), and is also referred to in the HRM Temporary Workplace Traffic Control Manual Supplement (TWTCMS) (HRM, 2023). The CMP AO (HRM, 2019) relies on the expertise of engineers who prepare the Construction Management Plans, and HRM staff acting on behalf of the Municipal Engineer. Staff review and provide their approval of work on or near HRM property based on the content of the CMP. The reliance on engineering judgement is appropriate where complex sites and situations have the potential to impact public safety. Inconsistent site-specific engineered solutions for accessibility can be challenging for HRM review and approval, enforcement; and for those navigating temporary routes.

Establishing additional minimum standards for temporary pedestrian routes in HRM, in-line with CSA's standards and Draft Regulations under the *Accessibility Act*, could provide consistency to the traveling public, clarity for contractors, developers, internal staff, and efficiency within HRM design and approvals.

OPPORTUNITIES FOR IMPROVEMENT

Since the Council motion, the TCM has been updated to clarify temporary signage size and placement. Staff have completed an initial comparison between the CSA standards (CSA, 2023), draft NS Built Environment Regulations, and existing HRM Guidelines for pedestrian routes adjacent to construction areas. The following items have been identified as specific opportunities for improvement.

- **Minimum pedestrian route widths and heights.** The CMP AO 2018-005-ADM requires temporary routing if existing routes measuring 1.5 m width can't be maintained, and that covered ways be a minimum of 1.5 m clear width, however, it does not specify the minimum required width of the total temporary pedestrian route. The CMP AO could be updated to include more detail and a consistent minimum width and height clear of obstructions; both of which would respond to CSA standards, and draft regulations.
- **Signage and barricades that are cane detectable.** The NS TCM (Nova Scotia, 2023b) prescribes use of saw-horse style barricades that are not considered cane detectable, and do not provide for full closure of various widths of sidewalk. These barricades are known to suffer from routine misplacement, resulting from the lack of maintenance and site conditions, including presence of people, wind, and snow. There is an opportunity to improve the standard for cane detectable signage and barricades in HRM.
- **High visibility and continuous channelization to guide pedestrians through temporary routes, and around hazards.** The NS TCM (Nova Scotia, 2023b) says temporary sidewalks should meet the Road Owner's requirements. In HRM, the CMP AO 2018-005-ADM (Halifax, 2019), specify that F-type barriers be used to separate pedestrians from vehicular traffic, but does not require high-visibility indicators along the length of the route, or specifically mention the need for continuous channelization. It is, however, understood that Development Engineering's common practice is for reflective taping to be required through review of the HRM Engineer, under the general clause 13. (q) which affords discretion to the engineer to require additional items associated with Construction Site Protection and Hoarding.

- **Ramp criteria to improve accessibility and detectability.** The NS TCM (Nova Scotia, 2023) confirms that temporary sidewalks must be wheelchair accessible, however no specific standards are provided within the document. The CMP AO 2018-005-ADM confirms that ramps should be provided to address elevation changes on temporary pedestrian routes, however there is room for improved criteria. The CSA standard requires that ramps are appropriately sloped, a standard width, include landing areas, be slip resistant, and be colour indicated. The Draft Regulations also confirm the need for slip resistance, with reflective barriers.

The HRM Accessibility Strategy Task Force, and associated HRM Accessibility Strategy Exterior Built Environment Sub-Committee, are leading coordinated action on improvements to HRM accessibility standards (HRM Accessibility Strategy actions 1.3.7 and 1.3.8). Consultation and collaboration with this task force as key stakeholders and subject matter experts will be essential to coordinated delivery of improved HRM accessibility standards.

IMPLEMENTATION

The recommended changes will be implemented as follows:

- Infrastructure, Maintenance and Operations (IMO, PW) will review and update the barricades they use during sidewalk closures for maintenance work, with cane detectable barriers in use for summer 2024.
- The HRM TWTCMS is updated annually by Traffic Services, PW. Over the coming months, it will be updated mid-year to reflect the recommendations above. Once updated it will be used by tendered HRM Construction contracts, and new streets and services permits in the summer/fall of 2024. It will be included in the full unit price specification update in January 2025 and apply to all HRM construction contracts moving forward.
- The CMP AO 2018-005-ADM will be updated following the HRM TWTCMS, the Administrative Order will then be brought back to Regional Council for approval. It is expected that the changes will be applied to newly issued Development permits in 2025.

FINANCIAL IMPLICATIONS

The recommended updates to existing standards are expected to have minor initial and ongoing cost to HRM IMO, traffic control companies, contractors, and developers. It is anticipated that this will result in less than five percent (5%) increase in costs to any existing temporary condition requirements.

RISK CONSIDERATION

The recommendation and actions outlined in the report is intended to mitigate the risks associated with a lack of HRM-specific standards for accessibility and detectability of temporary pedestrian routes.

COMMUNITY ENGAGEMENT

Discussions were held with several community advocates in the preparation of this report, including persons with vision loss and Walk and Roll.

Staff also consulted with the Nova Scotia Road Builders Association (NSRBA), the Consulting Engineers of Nova Scotia (CENS) and presented at the Development Liaison Group (DLG).

No significant concerns were raised by NSRBA, CENS or at the DLG meeting. NSRBA and others expressed interest and support of further clarifications and consistency in the requirements.

ENVIRONMENTAL IMPLICATIONS

No environmental implications were identified as a result of this report's recommendations.

ALTERNATIVES

That Transportation Standing Committee recommend that Halifax Regional Council:

1. direct the CAO to update existing policies, by-laws and guidelines following the release of the final Provincial Accessibility Regulations. This is not recommended by staff, as improvements can be made toward accessibility now. The draft regulations have been through review and are not expected to change significantly for the final version.

REFERENCES

1. Canadian Standards Association, (2023). Accessible Design for the Built Environment. B651-23. National Standard of Canada. Accessed online July 7, 2023 from: <https://www.csagroup.org/wp-content/uploads/2430328.pdf>
2. HRM. (February 25, 2020). Administrative Order 2018-005-ADM, Respecting Construction Site Management. Accessed online June 23, 2023 from: <https://www.halifax.ca/sites/default/files/documents/city-hall/legislation-by-laws/2018-005-ADM.pdf>
3. HRM. (Jan 1, 2023). Traffic Control Manual Supplement. Accessed online October 19, 2023 from: <https://cdn.halifax.ca/sites/default/files/documents/business/doing-business-halifax/traffic-control-manual-supplement-2023.pdf>
4. Nova Scotia, (2017). Accessibility Act. 2017, c.2, s.1. Accessed online July 7, 2023 from: <https://nslegislature.ca/sites/default/files/legc/statutes/accessibility.pdf>
5. Nova Scotia, (2023a). Draft Built Environment Regulations, as part of the Draft Proposed Built Environment Accessibility Standard Package. Accessed online October 3, 2023 from <https://accessibility-engagement.ca/37590/widgets/160226/documents/112096>
6. Nova Scotia, (April 3, 2023b). Temporary Workplace Traffic Control Manual. Accessed online July 7, 2023 from: <https://novascotia.ca/tran/tcm/traffic-control-manual.pdf>

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Crysta Cumming/Manager of Design Engineering/Public Works, 902.717.9521

Attachment 2: Input from the Accessibility Advisory Committee Meeting Participants

The following is paraphrased from the discussions of the Accessibility Advisory Committee on June 3 and August 19, 2024.

1. Temporary workplace traffic control signage is being placed near pedestrian routes such that people (especially sight impaired or blind) can accidentally injure themselves while walking on the public right-of-way. For example, signage mounted on ground-level brackets are unexpected and jut into normal pedestrian pathways to cause hazards at leg/wheel level; and, pole mounted signage juts into normal pedestrian pathways to cause hazards at head/neck/torso level.
2. More focus is needed to limit pedestrian path disruptions in terms of duration and frequency and provide reliably safe alternate routes that are easily identified by all people.
3. Sight-line obstructions at corners limit the ability of drivers to see other drivers and pedestrians.
4. There should be clear minimum standards for having to provide pedestrians with safe alternate routes when construction obstructs their normal paths. This should include detectability and minimum widths, height clearances, lighting, solid firm surfaces, with railings and ramps (curb ramps etc.) if needed.
5. The length of the detour routes for pedestrians should be considered as a factor in determining where closures can occur. The recent work on Almon Street, some of which was driven by HRM capital work, and some of which resulted from HRM-approved development encroachment, was an example of detours that had long and circuitous detour routes for pedestrians.
6. Accessible parking spaces are required by some people with disabilities. When they are removed, they should be relocated to another convenient location.
7. Perception that there are rules in place for making temporary pedestrian routes safe, but contractors/construction workers don't follow them, which puts the public at risk, and the consequences to those operating in the ROW aren't severe enough to prevent recurrence.
8. Concern over wayfinding especially for visually impaired and blind people. How do people know what the detour routes and how best to navigate them? How do people know the difference between a sidewalk that's closed ahead, and one that's closed, to make informed choices about their routes and accessibility of destinations?

**ADMINISTRATIVE ORDER NUMBER 2018-005-ADM
Respecting Construction Site Management**

WHEREAS the Council of the Halifax Regional Municipality recognizes that construction activities can cause significant inconvenience and hazardous conditions to those who live, work, and enjoy certain facilities in the immediate vicinity of construction sites within Halifax Regional Municipality;

AND WHEREAS the Council of the Halifax Regional Municipality wants to minimize the potential negative impacts construction activities may have on surrounding properties as well as pedestrian and vehicular traffic patterns within the Halifax Regional Municipality through best management practices;

BE IT RESOLVED AS AN ADMINISTRATIVE ORDER of the Council of the Halifax Regional Municipality under the authority of the *Halifax Regional Municipality Charter*, as follows:

Short Title

1. This Administrative Order may be known as the *Administrative Order on Construction Site Management*.

Interpretation

2. In this Administrative Order,

a) “construction site” means the immediate work area and all streets impacted by the construction project;

b) “Construction Management Plan (CMP)” means a combination of diagrams, documents, drawings, and specifications, prepared by a Professional Engineer licensed to practice in the Province of Nova Scotia, that clearly define the steps that will be taken to demonstrate how the impacts to the community will be minimized and how the impacts associated with any construction project will be managed;

c) “contractor” means a person who contracts to perform work within the street right-of-way on a project for an owner, or who undertakes work within the street right-of-way on a project as an owner;

d) “Engineer” means the Engineer of the Halifax Regional Municipality and includes a person acting under the supervision and direction of the Engineer;

e) “Municipality” means Halifax Regional Municipality;

f) “Temporary Workplace Signer (TWS)” means a person qualified and accredited by the Provincial Traffic Authority to assess conditions prepare, implement, and review traffic control plans for construction, maintenance, and utility temporary workplaces.

Purpose

3. The purpose of this Administrative Order is to minimize potential problems and ensure a safe and positive public experience with development related construction activities by setting minimum standards for work within or immediately adjacent to the public right-of-way or public facilities.

Application

4. (1) This policy applies to construction activity, demolition, excavation, development process or renovation project, for public and private developments where work is expected to occur:

- (a) within 5 m of municipal property or right-of-way;
- (b) is expected to create an obstruction within the street; or
- (c) in the opinion of the Engineer a CMP is required.

(2) A detailed Construction Management Plan (CMP) shall be submitted with the building permit application and the applicable fee(s) as set out in By-law F-200 and Administrative Order 15 respectively.

(3) A CMP will be reviewed based on scale and complexity and may be exempt from certain requirements as set out below, subject to the review of the Municipality.

(4) Any proposed departure from this policy will be evaluated on a site specific basis to ensure an adequate CMP is developed for the user, the surrounding community, and the Municipality for the duration of the project.

(5) Any significant departure from an approved CMP shall be submitted in writing and must be approved by the Municipality a minimum of ten (10) business days prior to executing the departure.

(6) Subsection (5) shall not apply to a departure resulting from unforeseen or unexpected circumstances with a duration of less than twenty-four (24) hours as defined by the Nova Scotia Temporary Workplace Traffic Control Manual.

(7) For greater certainty, this Administrative Order will apply when the Building By-law, the Encroachment By-law or the Streets By-law apply.

(8) For greater certainty, this Administrative Order does not apply to sidewalk cafés regulated under By-law S-1000, the *Sidewalk Café By-law*.

5. (1) Without limiting the generality of the foregoing, the following regulations shall be considered in the preparation of a CMP:

- (a) the National Building Code of Canada, as adopted and modified under the Building Code Act and the Nova Scotia Building Code Regulations made under that Act;
- (b) the Nova Scotia Occupational Health and Safety Act, and the Nova Scotia

Occupational Safety General Regulations made under that Act;

(c) the Transportation Association of Canada (TAC)'s Manual of Uniform Traffic Control Devices for Canada (MUTCDC); ~~and~~

(d) the Nova Scotia Temporary Workplace Traffic Control Manual (NSTCM); and

(e) CSA/ASC B651:23 Accessible design for the built environment.

(2) In the case of a conflict with any of these documents, the more stringent standard for the item in question shall apply.

6. In addition to Provincial and Federal standards referenced above, the following shall also be considered when developing a CMP:

- (a) S-300, the Streets By-law,
- (b) E-200, the Encroachment By-law,
- (c) B-201, the Building By-law,
- (d) N-200, the Noise By-law,
- (e) T-600, the Trees By-law,
- (f) S-900, the Controlled Access Streets By-law,
- (g) T-400, the Truck Routes By-law,
- (h) B-600, the Blasting By-law,
- (i) S-801, the By-law for Temporary Signs, and
- (j) HRM Traffic Control Manual (TCM) Supplement.

Permit Requirements

7. In addition to all building code and building by-law submission requirements, all building permit applications must be accompanied by:

- (a) detailed building drawings, including engineering, landscaping, and architectural plans;
- (b) applicable fees;
- (c) detailed Construction Management Plan (CMP); and
- (d) an encroachment application, complete with fees and site plan.

8. Detailed CMP's and encroachment applications must be submitted in advance of anticipated construction and will be evaluated by the Municipality as part of the building permit review process.

9. With the exception of emergency situations, no work may commence on any municipal street without first obtaining a permit as required by the provisions of the HRM Streets By-Law (S-300). Construction must not start before the permit is issued

Construction Management Plan

10. The scale and complexity of the site specific CMP will be directly proportional to the scale and complexity of the project, the site, and the surrounding conditions and some of the requirements specified in this Administrative Order may not apply. If a provision of this administrative order does not apply to a project for any reason the CMP must provide an explanation, which will be subject to the approval of the Engineer.

Traffic Control Plan

11. (1) A CMP shall include a Traffic Control Plan (TCP) that has been prepared in strict accordance with the minimum standards defined in the TAC Manual of Uniform Traffic Control Devices, the NSTIR Temporary Workplace Traffic Control Manual, and the HRM Traffic Control Manual Supplement.

(2) A construction site that require street closures, lane closures, sidewalk closures, or any other types of physical encroachment into the public ROW are subject to review and approval by the Municipality. The contractor or owner must:

(a) submit a TCP, prepared by a qualified Temporary Workplace Signer (TWS), which meets all applicable regulatory requirements to address and control the safe passage of all traffic that enters or exits the site along with traffic that travels the streets impacted by the construction site. In addition to all regulatory requirements, the CMP shall also consider and outline the following:

(i) Haul Routes: site haul routes shall be oriented to minimize traffic congestion and maximize pedestrian safety;

(ii) Delivery Requirements: special consideration shall be given to, and additional traffic control details may be required for, loading and unloading equipment, materials, etc; and

(iii) Pedestrian Protection: pedestrian traffic shall be separated from vehicular traffic by a F-Type concrete barrier.

(b) pay all applicable fees in accordance with AO15 and obtain all necessary permits from the authority having jurisdiction for any planned lane and street closures. Lane and street closure applications will be reviewed, and responded to, by the Municipality within 5 business days of their application date;

(c) conduct a hazard assessment for vehicle and pedestrian traffic for all that enter and exit the site as well as all those that travel the streets impacted by the construction project. This hazard assessment must be provided to the municipality as part of the CMP;

(d) submit the TCP, prepared by a qualified Temporary Workplace Signer (TWS), and must be implemented and monitored by qualified Traffic Control Personnel. The TCP shall include contact information for the TWS and be kept on site at all times.

(e) provide all necessary traffic signage, barricades, and delineators, and qualified personnel at strategic locations that warn motorists and pedestrians of changes to traffic patterns;

(f) ensure notification has been distributed, a minimum of 5 business days in advance of the closure, to the impacted area in accordance with Section 29 of this Administrative Order and the HRM TCM Supplement;

(g) ensure regular inspection and maintenance of traffic control elements as required;

(h) contact the Municipality for approval of any changes or modifications to the TCP that may be required to accommodate unforeseen events; and

(i) maintain emergency vehicle access on and around the site.

Parking

12. (1) Congestion from construction activities can often lead to lost parking stalls and illegal parking. Businesses in the impacted area may rely on the street stalls for patron use, and construction workers on the site may need to rely on the stalls for daily use.

(2) Parking is an important consideration in the preparation of a CMP. The CMP shall:

(a) indicate the number and geographical location of parking stalls that will be removed, as well as the duration the stalls will be unavailable; and

(b) indicate where contractors will park during all phases of the project;

(3) The contractor shall pay applicable fees at the rate established by Council from time to time for all parking meters that will be unavailable during construction and;

(a) appropriately delineate any relocated temporary parking; and

(b) make every effort, wherever possible, to have their temporary construction encroachment activities to result in a net zero loss of parking.

(4) The CMP should indicate strategies to reduce/negate parking losses, such as shuttle services for workers, temporary parking relocation, etc.

(5) In cases where parking is to be removed information signage must be installed in the removed parking areas directing motorists to alternative parking areas identified as part of the CMP process. Renderings of these information signs must be provided to the Municipality as part of the proposed CMP.

(6) Encroachment areas for construction sites are intended to facilitate the construction activities, loading and unloading of equipment and materials, as well as deliveries; encroachments shall not be used as convenient parking for construction workers.

(7) The Municipality may stipulate that any parking stalls that have been displaced by temporary construction activities be temporarily relocated and the location shall be included in the approved CMP.

(8) If clear justification and assessment can be provided in the CMP, the Municipality may relax parking restrictions on nearby streets on a case-by-case basis to fulfill displaced parking.

Pedestrian Management

13. (1) All construction projects that require sidewalk closures, any type of physical encroachment into the public ROW, or works on private property within 2m of a public space or passageway, shall submit, as part of the CMP, a detailed Pedestrian Management Plan (PMP) for review and approval by the Municipality.

(2) The contractor or owner shall:

(a) submit a PMP, prepared by a qualified TWS, that meets all applicable regulatory requirements, including those listed in sections 5 and 6 of this Administrative Order, to address and control the safe passage of all pedestrian traffic that enters or exits the site along with pedestrian traffic that travels the streets impacted by the construction project;

(b) not combine the PMP with the TCP.

(c) indicate in the PMP, at minimum:

(i) all impacted sidewalk areas;

(ii) location of impacted bus stops and proposed bus stop relocation areas, complete with pedestrian routes to and from the relocated stop;

(iii) proposed pedestrian routes and detours;

(iv) nearest controlled or marked crosswalks;

(v) location of proposed sidewalk closure signage;

(vi) proposed location of appropriate wayfinding signage;

(vii) proposed delineation for temporary sidewalks, complete with temporary sidewalk, ramp, and barricade construction details;

(viii) contact information for the TWS; and

(ix) proposed location of appropriate wayfinding signage, as required;

(d) pay all applicable fees in accordance with AO15 and obtain all necessary permits from the authority having jurisdiction for any planned lane and street closures. Lane and street closure applications will be reviewed, and responded to, by the Municipality within 5 business days of their application date;

(e) conduct a hazard assessment for vehicle/pedestrian traffic for all that enter and exit the site as well as all those that travel the streets impacted by the construction project;

(f) have at all construction sites and maintenance locations, wherever a clear pedestrian route of ~~1.5 m~~ 1.6 m is not achievable via the normal route, alternative safe, stable, and accessible pedestrian routes shall be provided with suitable protection from vehicular traffic;

(g) have the PMP prepared by a qualified Temporary Workplace Signer (TWS), and must be implemented and monitored by qualified Traffic Control Personnel;

(h) ensure notification has been distributed, a minimum of 5 business days in advance of the closure, to the impacted area in accordance with section 33 of this Administrative Order and the HRM TCM Supplement;

(i) maintain traffic control elements as required to ensure their operation in compliance with the PMP; and

(j) contact the Municipality for approval of any changes or modifications to the approved PMP that may be required to accommodate unforeseen events.

Visually Impaired Persons

14. The submitted PMP shall include measures which can help to improve the safety and convenience of visually impaired pedestrians, such as:

(a) improved definition of safe places to walk, wait, and cross, by way of edge lines, contrasting colours, and contrasting textures;

(b) installation of devices that give pedestrians right of way and control traffic or help them navigate safely, e.g. temporary crossing markings, traffic signals, and audio or textured tactile elements;

(c) reducing the potential complexity of situations, e.g. through the addition of a central refuge for multilane streets so that pedestrians only cross one direction of traffic, accounting for pedestrian crossing time;

(d) visual cues to highlight to pedestrians the most direct route across the road – sometimes these cues are road marking of the crossing itself or in other cases the alignment of the footpath, hand rails, or the tactile ground surface indicators are positioned in such a way as to ‘launch’ the pedestrian in the right direction;

(e) provision of a clear path of travel which is free from obstacles and surface irregularities; and

(f) measures to reduce vehicle speeds and to increase driver awareness of pedestrians.

Accessibility

15. The submitted PMP shall ensure:

(a) walkways for pedestrians and persons using mobility aids are constructed of firm, stable, and non-slip materials, and are accessible grades;

(b) wherever possible, roadway crossings should be at controlled crosswalks and should be located such that the sidewalk and the crosswalk are perpendicular to one another;

(c) all pedestrian routes should be free of obstacles, such as light standards, traffic signal supports, posts, overhanging signs, branches, or catch basins as well as temporary objects such as equipment, boxes and garbage containers, etc.; and

(d) curb ramps should be provided wherever there is a level difference between the sidewalk, or pedestrian pathway, and the intended travelled surface.

Construction Site Protection and Hoarding

16. The submitted CMP shall include details for the proposed hoarding or protection arrangement, such that:

(a) public ways are physically separated from all active construction sites with an adequate safety barrier;

(b) the barrier is constructed of rigid material, minimum 1.8 m in height, where the building footprint or excavation lies within 2 m of the public right of way, or as otherwise required in the opinion of the Engineer;

(c) excavations are protected by concrete F-Type jersey barriers if the barriers are within the ROW, or by waste block barriers if the barriers are located on private property;

(d) modular fence panels used for site delineation or perimeter fencing must be anchored to prevent unintentional movement;

(e) translucent dust control mesh of high quality or similar products of a quality acceptable to the Engineer, over wire fence is permitted;

(f) based on site conditions the Engineer may require the use of solid opaque hoarding for public safety;

(g) covered ways must provide minimum clear width of ~~1.5m~~ 1.6m, unless otherwise required by the Engineer;

(h) covered ways are illuminated;

- (i) all hoarding must be designed to sustain loads that it is likely to be subjected to such as wind and snow loads, as well as falling debris;
- (j) where solid hoarding is required or as directed by the Engineer, hoarding must be designed and certified by a Professional Engineer;
- (k) unobstructed access and egress to and from the site must be provided in case of emergency;
- (l) emergency response units are not restricted from accessing the site;
- (m) access to any fire department connections or fire hydrants is not restricted;
- (n) set-up must provide for winter conditions including safe snow removal;
- (o) vehicular traffic sight lines at intersections and otherwise are not impeded;
- (p) damage to Municipal infrastructure caused by a temporary encroachment will result, at the discretion of the Engineer, in the full removal and replacement of the damaged infrastructure to current Municipal specifications at the time of replacement; and
- (q) additional items may be required at the discretion of the Engineer based on site specific requirements.

Site Protection Aesthetics

17. (1) The submitted CMP may include details of how to make the site protection systems more aesthetically pleasing. Certain elements that would be considered to beautify a hoarding or fencing system include, but are not limited to:

- (a) project renderings;
- (b) sales and marketing information;
- (c) community murals; and
- (d) rigidly attached project banners of high quality durable material.

(2) Projects that incorporate one or more of the above techniques to help improve the aesthetics of their site protection measures and mask the site to improve the public experience and mitigate negative impacts from the construction activities may be eligible for 50% reduction in encroachment fees for the areas implementing the beautification.

Project information and Contacts

18. (1) Appropriate signage shall provide the following minimum information:

- (a) project description,
- (b) project timelines,

- (c) developer contact information,
- (d) project manager contact information, and
- (e) 24 hour emergency contact information.

(2) All signs must be constructed of weatherproof material and have contrasting lettering.

(3) The overall site PMP must be a minimum of 900mmx600mm while the remainder of the information must be presented on a sign board no smaller than 900mmx600mm.

(4) Sign boards must be located on site such that they do not impede sight lines for passing traffic.

(5) Signs shall be legible and include a clearly identifiable company name, phone number and e- mail address for those responsible for the construction site.

(6) Project information signage should be placed on site after a permit has been issued or a minimum of 10 days before construction begins to ensure the public has adequate time to adjust their travel patterns and usage of the street(s).

Pedestrian Detour Way-Finding

19. (1) Pedestrian detour wayfinding strategies must be used to efficiently and seamlessly direct pedestrians and cyclists as they navigate the detour route. Strategies can be broken out into 2 categories, an overall site PMP and specific route signage.

(2) An overall PMP must, at a minimum, include the following:

- (a) information on the duration the routes will be in place;
- (b) restrictions (beginning and end dates);
- (c) project contact number for questions or complaints;
- (d) way-finding guidance of temporary routes;
- (e) street names; and
- (f) major building names, landmark, or addresses.

(3) The Engineer may require the PMP to include additional information based on site specific requirements.

(4) Specific route signage must, at a minimum, meet the following requirements:

- (a) be of a size and shape as to not impede the regular movement of traffic or pedestrians (All walking routes must remain accessible);

(b) be mounted along the pedestrian routes to guide pedestrians around the construction site. Signs must be located in each location where pedestrians must cross a street, at half way points along a block, and at any other point along the route where an alternative path may be taken;

(c) provide advanced warning of upcoming closures;

(d) locate routes to local businesses that are within close proximity to the construction site;

(e) have clear directions noted and provide lettering that contrasts the sign background;

(f) be no larger than 28cm x 43.5 cm or 11in x 17in;

(g) be installed no higher than 2.0m or 6.5 ft;

(h) signs must not:

(i) be a hazard or dangerous to vehicular or pedestrian traffic in the opinion of the engineer;

(ii) cause any damage to Municipal property;

(iii) become unsightly; and

(i) depending on site specific requirements the Engineer may require additional information or signage.

(5) Renderings of all proposed signs and a map of their proposed locations must be included within the CMP.

(6) Sign material type must be noted within the CMP and all signs must be constructed of weatherproof materials.

(7) Details of sign dimensions and proposed mounting hardware must be included within the CMP.

(8) The object that the signs will be mounted on must be shown within the CMP and the height of the signs must be noted. Signs must be placed in locations that do not pose any risk to the public.

Nav Canada and Transport Canada Regulatory Approvals

20. (1) All CMP's shall include a geospatial plan indicating the proposed location of all cranes, mobile or stationary tower cranes.

(2) Subject to subsection (1), the CMP shall assess the location in relation to potential flight paths, and must determine whether Transport Canada regulatory approval or Nav Canada notification is required.

(3) Confirmation of compliance with Transport Canada and Nav Canada requirements must be included in the CMP.

Operations Above the Public Realm

21. The submitted CMP shall include the following provisions for proposed crane operations or lifting of heavy loads over the public realm:

- (a) notwithstanding level-luffing cranes, tower cranes shall be sited so that there is at least 3m clearance between the end of the boom and the nearest obstacle or building and as much as possible, tower cranes should be sited to avoid loads being handled over occupied areas;
- (b) measures for ensuring that people are not placed at risk from the operation of the crane;
- (c) no loads shall be moved or suspended over people;
- (d) at no time shall a load be left suspended over the public realm;
- (e) routines for requiring continuous and thorough checks for area specific hazards;
- (f) if a load must be transferred over a public space or right of way, the area shall be closed to access (in accordance with short duration traffic control protocols as specified by NSTCM) during the move; and
- (g) when loads have to be handled in the vicinity of persons, extreme care must be exercised, and adequate clearances provided.

Site Safety and Security

22. The CMP shall identify on-site safety protocols and consider at minimum, but not limited to, the following:

- (a) access and egress gates shall be clearly marked as per the traffic management plan;
- (b) signage shall be placed outside the hoarding, which warns of hazards that may exist, in accordance with applicable Occupational Health and Safety regulations;
- (c) gates shall be locked and the perimeter fencing or hoarding secured to provide security against public access during off work hours and monitored in high traffic areas during operation;
- (d) hoarding shall be marked clearly “No Trespassing – Construction Personnel Only”, and personal protective equipment requirements clearly marked (e.g., “Hard Hats and Safety Footwear Must Be Worn Beyond This Point”);
- (e) the contractor or owner shall conduct regular inspections, as required, of hoarding for general condition and have a scheduled inspection procedure in place;

(f) inspection reports including information on what maintenance activities were conducted must be kept on site at all times and be available to the Engineer upon request;

(g) emergency site-contact information shall be prominently posted;

(i) after hours lighting in support of site security may be required;

(j) if a smoking area is to be provided on site it must conform with the *Nuisance and Smoking By-law* and the *Smoke Free Places Act*;

(k) access must be maintained at all times to active fire suppression systems, including sprinkler connections;

(i) a plan that shows the shortest unencumbered route from public property to the sprinkler connections must be submitted as part of the CMP;

(ii) a sign located at sprinkler connections and at the site access is required to guide fire fighters to an accessible water source. The sign locations must be shown on the route plan;

(iii) signs must:

A. have a white background with large bold red lettering,

B. be of a size and shape as to not impede the regular movement of construction activities,

C. be mounted along in multiple locations to guide fire fighters to the water source along an unencumbered path,

D. have clear directions noted,

E. not portray project colour themes,

F. be no larger than 61cm x 91.5 cm or 24in x 36in,

G. be installed at a height such that they do not cause a safety hazard however provide directions to emergency workers that are within the plain line of sight.

H. not:

I. be a hazard or dangerous to vehicular or pedestrian traffic in the opinion of the engineer;

II. cause any damage to Municipal property;

III. become unsightly.

(l) renderings of all proposed signs and a map of their proposed locations must be included within the CMP;

(m) signs material type must be noted within the CMP and all signs must be constructed of weatherproof materials;

(n) details of sign dimensions and proposed mounting hardware must be included within the CMP;

(o) the object that the signs will be mounted on must be shown within the CMP and the height of the signs must be noted. Signs must be placed in locations that do not pose any risk to the public; and

(p) the Building Official or the Engineer may require additional site safety items be addressed depending on site specific conditions.

Material Handling, Loading and Unloading, Delivery, and Vehicle Staging

23. (1) To safe guard construction workers and the public from falling materials, equipment, tools and debris from a construction project, the CMP shall consider such factors and the contractor or owner shall:

(a) conduct a pre-project hazard assessment and submit as part of the CMP;

(b) identify appropriate material storage/lay-down areas that may be located within 5m of the public ROW;

(c) identify dedicated material delivery routes and loading/unloading locations;

(d) identify vehicle staging (e.g. concrete delivery) areas and queueing strategy;

(e) secure and protect all materials against environmental factors, such as rain causing contaminated runoff, or wind blowing around loose objects, etc.; and

(f) monitor wind conditions and apply increased measures to prevent material from becoming airborne during high wind events.

(2) Delivery times and peak hours of operations for surrounding businesses shall be taken into consideration when developing the CMP.

Street and Right-of-Way Cleaning

24. (1) The public travelled way, including pedestrian travelled ways shall be kept free of dirt, debris, construction debris, gravel, snow, and ice, etc. at all times during construction.

(2) Site access locations and staging areas shall be monitored on a continual basis and cleaned with street sweepers, brooms, or by any means necessary to ensure the public ROW is clean and safe.

(3) The contractor or owner shall immediately act upon an order from the Municipality when directed to clean the public ROW.

(4) The Contractor shall maintain all encroachment areas, including:

(a) all temporary sidewalks shall be plowed, cleared and maintained free of snow and ice at all times; and

(b) the Contractor is also responsible to remove snow on the street side of F-Type concrete barriers within the ROW that could not be removed from typical plowing operations.

Stormwater Management and Runoff Pollution

25. (1) Construction shall adhere to the approved storm drainage plan and the Nova Scotia Department of Transportation and Infrastructure Renewal (NSTIR) Erosion and Sedimentation Control Manual.

(2) The stormwater management plan (or sediment and erosion control plan, or environmental protection plan) shall clearly indicate drainage patterns and must consider:

(a) surface drainage patterns;

(b) catchbasin locations;

(c) material storage locations and protection measures;

(d) construction phasing;

(e) site entrance and exit locations;

(f) runoff quantity and quality control measures; both during construction and upon project completion; and

(g) where drainage from a construction site will be pumped or placed into a Halifax Water or Municipal system the authority having jurisdiction must be consulted.

Noise Pollution

26. (1) Construction sites shall adhere to the HRM Noise By-Law.

(2) The CMP shall outline hours of operation that are consistent with the Noise By-Law, including holiday and weekend restrictions.

(3) Portable loud equipment, such as generators, compressors, mixers, etc., shall be located away from adjacent properties and the Municipality may require noise barriers to be erected/installed in sensitive areas, such as near schools or hospitals.

(4) When construction activity is located within a strictly business setting, or in the center of an industrial park, or similar locations where people are generally not present after normal

operating hours, it may be viable and reasonable to consider 'night work' or 'after hours' construction activity.

(5) The Noise By-Law does allow for a Grant of Exemption by Council. If an exemption is to be sought, the submitted CMP shall outline the following minimum considerations:

- (a) proposed hours of operations;
- (b) details of the equipment and activities to be performed during the exemption;
- (c) details of any noise buffering or mitigation measures that will be implemented during the proposed exemption; and
- (d) an assessment of the surrounding community (e.g. strictly business district; industrial park; or residential setting), including any potential sensitive areas, such as schools or hospitals.

(6) Noise By-Law exemption requests will be processed according to the procedure outlined in Section 6 of N-200, the Noise By-Law.

Dust Pollution

27. (1) The CMP shall consider dust control measures. The plan shall include details regarding construction phasing and sequencing, on-site measures to reduce dust from escaping the site, as well as cleaning and mitigation measures in the immediately impacted areas.

(2) The contractor or owner shall have immediate access to a watering truck, or equivalent, to proactively control dust during dry conditions.

(3) The Municipality may direct the contractor or owner to water the site or to use water for cleaning in the ROW as necessary.

(4) The CMP shall indicate proposed dust and debris mitigation techniques for upper floors and at all elevations, as well as the ground level where dust/debris may escape.

Emissions Control

28. (1) Emissions from combustion engines (diesel or gasoline) shall meet the applicable regulations and manufacturer specifications.

(2) All vehicles and equipment used on site shall be properly maintained such that engines will function according to manufacturer specifications.

(3) The CMP shall consider appropriate locations for vehicle or equipment engine exhausts within the site, as well as vehicle staging areas (e.g. concrete delivery) such that exhaust emissions are reasonably minimized.

(4) Vehicle staging shall be queued such that vehicles are not permitted to idle for more than 3 minutes unless the vehicle motor is required to run to complete a work function.

Rodent Control

29. (1) A rodent control plan must be provided for all cases where a CMP is required, unless exempted by the Engineer.

(2) The CMP must specify the rodent control company that will be hired to prepare the rodent control plan and provide for rodent control over the course of the project to prevent migration of rodents from the site.

(3) Rodent control must begin at least fourteen (14) days prior to the commencement of site excavation or demolition, whichever occurs first.

Temporary Lighting

30 (1) In the event Municipal lights are removed temporary roadway lighting may be required during construction to light both private and public property.

(2) Temporary lighting installed to illuminate both a construction site and public property must adhere to the following at a minimum:

(a) The lighting of public property must adhere to:

(i) the ANSI/IES RP-8-14 Roadway Lighting Guidelines;

(ii) the design of the lighting must be completed by a Professional Engineer registered in the province of Nova Scotia; and

(iii) The design must be provided to the Engineer for approval prior to the removal of existing lights.

(b) The lighting of private property must:

(i) be in a location and at a level such that it does not have any negative impact on the surrounding community; and

(ii) be directed and controlled or baffled such that it directs light to the intended area only, and does not have any negative impact on the surrounding community.

(3) The Engineer may direct the developer or contractor at any time to adjust or revise any element of the temporary lighting both on private or public property.

Pre CMP Community Engagement

31. (1) The owner or contractor must engage the public as part of the CMP. The scale of public engagement will depend on the scale and complexity of the project.

(2) It must be made known to the surrounding community and businesses that they can sign up for a monthly construction project notification with the development .

(3) The Engineer must receive all a copy of correspondence that is sent to the public.

(4) The CMP submitted to the Municipality must clearly outline all community engagement and stakeholder consultation activities.

- (5) At a minimum the CMP must show;
 - (a) who was consulted;
 - (b) notes on the discussion that took place,
 - (c) specific needs of the community;
 - (d) specific needs of individual businesses; and
 - (e) outline how construction activities will address the needs of the surrounding community.
- (6) The Engineer may require additional consultation based on project specific requirements.

Notification Requirements

32. (1) All construction work within the Municipal right-of-way is subject to the notification requirements specified in the HRM TCM Supplement.

(2) The CMP shall assess the impacts of these street closures and disruptions on the surrounding community and the contractor or owner shall distribute notification to all affected property owners regarding the planned disruption.

(3) Initial notices shall be hand delivered to all property owners or businesses within the affected area and shall contain the following:

- (a) the name of the person or company responsible for the closure, including a contact person and telephone number;
- (b) the intended date and time the closure or disruption will commence;
- (c) the expected duration of the closure or disruption; and
- (d) the location of the closure or disruption and affected area.

(4) Notices of closures or planned disruptions to utility services shall be delivered a minimum of 5 business days in advance of street closures or utility disruptions. This notification can occur concurrently with the review by the Municipality.

(5) After the initial hand-delivered notification, the contractor shall provide confirmation to the Engineer that the notices were delivered, including a list of all the civic addresses included in the distribution.

(6) In addition to the notification process above, the Municipality shall issue a Public Service Announcement in advance of the closure of any street on the list found in Schedule A of the HRM TCM Supplement.

(7) The CMP may assess additional supplemental communication strategies if deemed to be more effective and efficient.

(8) Should unforeseen conditions or weather cause a delay or necessitate unexpected closures or disruptions, the Municipality may:

- (a) postpone or extend the closure or disruption, and
- (b) require additional notification redistributed to the affected area.

(9) In addition, at the discretion of the Engineer the contractor may be required to advertise through local news outlets to notify the public of large scale street closures. The scale and complexity of the communication plan will be determined by the Engineer and payment for said advertisement must be made up front by the developer and or their representative prior to the issuance of any closure permits.

Pre-Construction Meeting

33. (1) For any work to which these guidelines apply, to the Engineer may require a pre-construction meeting to discuss the scope of work, review the CMP, and establish an effective communication plan.

(2) Stakeholders invited to attend may include (but are not limited to) the owner, developer, contractor(s), inspector(s), Transit, Utilities, Traffic Services, and Development Services.

(3) In addition to representatives of the developer, contractor, and municipal agencies, the CMP must also assess the needs of surrounding businesses and institutions, including such considerations as local deliveries, special events, or other specific criteria that may impact their operations.

(4) The Municipality may require a representative from the local business district, surrounding community group, or institution to be invited to the pre-construction meeting, if applicable.

(5) The need for a pre-construction meeting, the timing, and complexity of the meeting will be dependent on the scale and complexity of the project, the site, and the surrounding community as determined by the Municipality during the review of the CMP.

(6) A pre-construction meeting should be held a minimum of 10 days prior to the start of any construction activity.

Conditions

34. The approved CMP shall be kept onsite at all times.

35. If the project changes ownership or contracting services, the Municipality shall be notified, and the new parties must agree to comply with an approved CMP in writing.

36. (1) The contractor or owner shall inspect the implementation of the CMP on a daily basis at minimum and keep a detailed inspection and maintenance log.

(2) The Municipality may direct maintenance or adjustment of certain elements as required, and may request to view the inspection and maintenance log.

Repeal

37. Administrative Order 2016-003-ADM, approved by Regional Council on July 19, 2016, is repealed.

Transition

38. A CMP approved under Administrative Order 2016-003-ADM prior to the coming into force of this Administrative Order shall remain valid.

Done and passed in Council this 25th day of February, 2020.

MAYOR

ACTING MUNICIPAL CLERK

I, Sherryl Murphy, Acting Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above noted Administrative Order was passed at a meeting of Halifax Regional Council held on February 25th, 2020.

Sherryl Murphy, Acting Municipal Clerk

Notice of Motion:
Approval:

January 28, 2020
February 25, 2020